

FACILITIES PLANNING AND IMPLEMENTATION COMMITTEE

Tuesday, June 8, 2004 – 5:00 p.m.
County Courthouse, 4th Floor Conference Room
40 Culpeper Street, Warrenton, Virginia 20186

Present:

William G. Downey, Board of Supervisors
Richard W. Robison, Board of Supervisors
G. Robert Lee, County Administrator
Anthony I. Hooper, Deputy County Administrator
Bryan Tippie, Director, Budget
Janice Bourne, Director, Finance
Butch Farley, Director, General Services
Wanda Mercer, General Services
Judy Risdon, Management Analyst

Guests:

Carl A. Bailey, Parks & Recreation Board
Maria Del Rosso, Director, Library
Larry Miller, Director, Parks & Recreation
Helen Zaleski, Deputy Clerk
Charlie Ray Fox, Jr., Sheriff
David Flohr, Major, Sheriff's Office
Ross D'Urso, Commissioner of the Revenue
Barbara Severin, Library Board
John Thrower, MBP Construction Engineering (McDonough Bolyard Peck)

Mr. Downey called the meeting to order at 5:05 p.m.

Minutes of May 11, 2004

The minutes were approved as published.

Project Review/Update

Warren Green

Mr. John Thrower gave an update of renovations progress. Temporary occupancy permit should be received by week's end. Punch list items are continuing. Furniture has been installed; office moves begin June 17, 2004 and will continue through the end of the month. HVAC equipment has been tested and appears to be working properly. Sprinkler system - Insulation will be installed on the sprinkler pipes. Mr. Robison inquired about the outside casing issue (the casing came out over the facing of the brick). The parking lot between the Courthouse and Warren Green was repaved before renovations began and is now damaged. A credit needs to be issued. The parking lot will be used for the Courthouse renovations; however, it will be available to the Constitutional Officers during part of the summer.

Courthouse and Adult Detention Center

Pre-qualification requests have been sent and are due June 18. Mr. Downey requested that advertising for the pre-qualification of contractors be included in the Construction Market Data, Dodge Reports, and other pertinent construction publications

The plans and specifications are being finalized. A meeting has been scheduled with the Construction Manager and the Architect on Friday, June 11 to review the plans. Document revisions should be completed by the end of June. Bids will be advertised and received by August 5. The Third and fourth floors will be renovated first. The Commonwealth Attorney's office will temporarily move to leased space at 70 Main Street. Dominion Virginia Power needs to be notified of the renovations. Renovations should not disturb the current roof replacement plans but will be coordinated with the construction manager.

Culpeper Street

The asbestos hazardous materials removal should be completed June 11. Bid packages will be received on June 18. Renovations should begin the week of June 21 and be completed by August 16. The wooden back stairs need to be replaced. Mr. Downey requested that advertising for the pre-qualification of contractors be included in the Construction Market Data, Dodge Reports, and other pertinent construction publications. Community Development will be relocated to the Culpeper Street properties. The former Parks and Recreation upstairs is being used for Clerk of the Court storage; and Community Development has storage in the basement. The buildings are air conditioned.

Marshall Community Center Addition

Marshall Community Center has two buildings. The addition proposes a connection between the two buildings. The project was added via the Capital Improvements Program (CIP) in 1996. Initial bids received were \$465,000. Mr. Carl Bailey and Mr. Larry Miller discussed the plans and reviewed the drawings. Mr. Downey inquired about creating a cavity wall and putting insulation between the brick and block and painting the block, noting this would add to the costs. Bids were received in May; the Parks and Recreation Board would like to award the contract as soon as possible. The project will be presented to the Finance Committee next week; however, Mr. Downey would like MBP review the project drawings for further possible cost reductions. Mr. Downey also recommended the contingency be increased.

Review of Draft County Construction Management Policy

A County Construction Management Plan (not Policy) has been drafted. Mr. D'Urso has reviewed the plan and has several comments for consideration. Mr. Downey and Mr. Robison will review and forward comments to Mr. Farley.

Next Meeting

The meeting in July will be one week early – Tuesday, July 6, 2004, 5:00 p.m.

John Barton Payne Project

Two proposals have been received for the John Barton Payne's site survey. The next step is selection of an architect.

Additional Items

Mr. Downey commented on the Supreme Court's ruling regarding building compliance with the Americans with Disabilities Act. The County may want to consider an assessment of its buildings and their ADA compliance.

Adjourn

There being no further business, the meeting was adjourned at 6:40 p.m.